

# PROSPECTUS

## NOTIFICATION

FOR THE RECRUITMENT OF POSTAL  
ASSISTANT/SORTING ASSISTANT,  
POSTMAN AND MTS CADRE UNDER

### SPORTS QUOTA

(FROM OPEN MARKET)

IN

### MADHYA PRADESH CIRCLE

(LAST DATE OF RECEIPT OF APPLICATION  
IS 12.04.2017)

**GOVERNMENT OF INDIA, DEPARTMENT OF POSTS  
OFFICE OF THE CHIEF POSTMASTER GENERAL, M.P. CIRCLE BHOPAL - 462012**

No. : Rectt./4-48/SPORTS QUOTA/2016

Dated at Bhopal, 07.03.2017

**DIRECT RECRUITMENT TO POSTAL ASSISTANT/SORTING ASSISTANT, POSTMAN AND MTS  
(Erstwhile Group 'D') CADRE UNDER SPORTS QUOTA IN MADHYA PRADESH POSTAL CIRCLE**

**PROSPECTUS CUM APPLICAITON FORM**

Applications are invited in the proforma given for the Direct Recruitment for filling up the vacancies of POSTAL ASSISTANT/SORTING ASSISTANT, POSTMAN AND MTS CADRE UNDER SPORTS QUOTA IN MADHYA PRADESH POSTAL CIRCLE.

2. The details in this prospectus are applicable to recruitment of meritorious sports persons for the following posts under Sports Quota.

- a) Postal /Sorting Assistant in Post Offices or Railway Mail Offices
- b) Postman in Post Office
- c) MTS (Erstwhile Group 'D') in Post Office or Railway Mail Offices

3. **Vacancy Position:** - The details of cadre/post wise vacancy position are as follows :

S. No.	Name of the Division / Unit	PA	SA	POSTMAN	MTS
1	Balaghat	1	0	0	0
2	Hoshangabad	1	0	1	0
3	Rewa	3	0	0	0
4	Shahdol	1	0	0	0
5	Indore City	2	0	1	0
6	Jabalpur	1	0	0	0
7	Mandsaur	2	0	0	0
8	Ratlam	2	0	0	0
9	Sehore	1	0	0	0
10	Ujjain	3	0	0	0
11	Gwalior	1	0	0	0
12	Morena	1	0	0	0
13	CO / RO (Administrative)	4	0	0	1
14	RMS MP Dn. Bhopal	0	2	0	1
15	RMS ID Dn. Indore	0	2	0	0
	<b>Total Vacancies*</b>	<b>23</b>	<b>4</b>	<b>2</b>	<b>2</b>

\* Vacancies are subject to change.

**Note:** The CPMG, MP Circle, Bhopal reserves the right to post the selected candidates to any of the division mentioned above depending upon the category of post and also the discipline for which selected.

#### 4. Scale of Pay -

a.	<b>Postal Assistant / Sorting Assistant</b>	Rs. 25500/- in Level 4 as per Pay Matrix specified in Part A of Schedule of Central Civil Service (Revised Pay) Rules 2016. [Rs. 5,200-20,200 (Pay Band-I) + Grade pay of Rs.2400/- plus admissible allowances (as per Pre-revised scale.)]
b.	<b>Postman</b>	Rs. 21700/- in Level 3 as per Pay Matrix specified in Part A of Schedule of Central Civil Service (Revised Pay) Rules 2016. [Rs. 5200-20200 (Pay Band-I)+Grade pay of Rs.2000/- plus admissible allowances (as per Pre-revised scale.)]
c.	<b>MTS</b>	Rs. 18000/- in Level 1 as per Pay Matrix specified in Part A of Schedule of Central Civil Service (Revised Pay) Rules 2016. [MTS Rs. 5,200-20,200 (Pay Band-I) + Grade pay of Rs.1800/- plus admissible allowances. (as per Pre-revised scale.)]

#### 5. Probation and Training

- (a) **Probation** : The candidates selected will be appointed and will be on probation as per rules.
- (b) **Training** : The training will be imparted to the selected candidate as prescribed.

#### 6. **Age limit: As on 12.04.2017 (last date of application)**

**POSTAL ASSISTANT/SORTING ASSISTANT/POSTMAN** : BETWEEN 18-27 YEARS  
(Relaxable by 3 years for OBC and 5 years for SC & ST)

**MTS** : BETWEEN 18-25 YEARS  
(Relaxable by 3 years for OBC and 5 years for SC & ST)

In addition, a special relaxation of upper age limit up to a maximum of 5 Years for all categories will be admissible. This concession will be admissible only to those sports persons who satisfy all other eligibility conditions related to educational qualifications etc. and furnish a certificate in the prescribed form issued by an authority as mentioned in item no. 12. **[Form 1 to 5 are enclosed as Annexure I]**

#### 7. **Educational and other Qualification required**

##### i) **For Postal/Sorting Assistant:-**

- a) Pass in 10+2 standard or 12th class pass from recognized University/ Board of School Education, Board of Secondary Education (**excluding vocational/JOC streams**).
- b) Candidates with higher education are also eligible but they have to fulfill the requirements mentioned in sub Para (a) above. There are no bonus marks for higher education.

c) Candidates who have passed 12th standard/10+2 in vocational course or Job Oriented Course (JOC) are not eligible.

d) Having typing and computer knowledge up to the required standard is desirable.

e) Sports Qualification- as per Para 11 below.

ii). **For Postman:-**

a) Matriculation or equivalent from a recognized Board or University.

b) Candidates with higher education are also eligible but they have to fulfill the requirements mentioned in sub Para (a) above. There are no bonus marks for higher education.

c) Sports Qualification- as per Para 11 below.

iii). **For MTS:-**

a) Matriculation or equivalent from a recognized Board.

b) Candidates with higher education are also eligible but they have to fulfill the requirements mentioned in sub Para (a) above. There are no bonus marks for higher education.

c) Sports Qualification- as per Para 11 below.

8. Last date of receipt of application is **12.04.2017**

9. **Submission of Applications:-**

Applications to be superscribed as "**APPLICATION FOR THE POST OF POSTAL ASSISTANT / SORTING ASSISTANT / POSTMAN / MTS IN MADHYA PRADESH POSTAL CIRCLE UNDER SPORTS QUOTA**" and to be sent through Registered / Speed post to Assistant Postmaster General (Estt./Rectt.), Room No. 205, II Floor, O/o the Chief Postmaster General, M.P. Circle, Bhopal - 462012.

10. Details of discipline under which recruitment will be made are given below.

S. No.	Discipline	Positions	Nos of the Posts	Cadre of the Posts	Reserved for Men/Women
1	Badminton	No specific position	2	PA	Men
			1	PA (CO / RO)	Women
2	Cricket	Opening Batsman (no specific position)	3	PA	Men
		Middle Order Batsman	1	PA	Men
			1	SA	Men
			1	Postman	Men
		Wicket Keeper cum Batsman	1	PA (CO / RO)	Men
		Spinner (no specific position)	1	PA	Men
1	SA		Men		
Fast/Medium Fast bowler	3	PA	Men		
3	Power Lifting	66 Kg	1	MTS	Men
4	Table Tennis	No specific position	2	PA	Men
			1	PA (CO / RO)	Women
5	Hockey	Goal Keeper	1	PA	Men
			1	PA (CO / RO)	Men
		Backs	2	PA	Men
			1	SA	Men
		Half Backs	2	PA	Men
			1	MTS	Men
		Forwards	2	PA	Men
			1	SA	Men
1	Postman		Men		

### 11. Sports Qualification (Eligibility Criteria) :

The candidates with the following qualifications shall be considered meritorious for the purpose of recruitment under sports quota -

- a) Sportsmen who have represented a State or the country in the National or International competition in the sports/games shown above.
- b) Sportsmen who have represented their university in the inter university tournaments conducted by the Inter-University Sports Board in the sports/games shown above.
- c) Sportsmen who have represented the state schools team in the National Sports/Games for schools conducted by the All India School Games Federation in the sports/games shown above.
- d) Sportsmen who have been awarded National Awards in Physical Efficiency under the National Physical Efficiency Drive.

### 12. List of authorities competent to award certificates on eligibility for recruitment of sports persons [G.I. deptt. of Per. & Trg., OM No. 14015/1/76-Estt. (O) dated 04.08.1980] -

SL No	Competition	Authority awarding Certificate	Form in which certificate is to be awarded
1	International Competition	Secretary of the National Federation of the Game concerned	1
2	National Competition	Secretary of the National Federation or Secretary of the State Association of the Game concerned	2
3	Inter-University Tournaments	Dean of Sports or other Officer in overall charge of sports of the university Concerned	3
4	National / Sports / Games for Schools	Director or Additional/Joint or Deputy Director in overall charge of sports/games for schools in the Directorate of Public Instructions/Education of the State	4
5	Physical Efficiency Drive	Secretary or other Officer in overall charge of Physical Efficiency in the Ministry of Education and Social Welfare Government of India	5

**Note :** - Specimens of the forms 1,2,,3,4 and 5 referred to above are given in Annexure I.

13. **Application Fee:-**

1. All the Applicants have to pay an **application fee of Rs 100/- (Rupees One hundred only) in form of Indian Postal Order (IPO) only, in favour of "Chief Postmaster General, MP Circle" payable at the Post Office "Bhopal GPO, Bhopal". Original Indian Postal Order must be enclosed with the duly filled application form.**
2. **Application fee of Rs.100/- (Rs. One Hundred Only) may also be deposited in Unclassified Receipt (UCR) in any post office. Original receipt must be enclosed with the duly filled application form.**

Note: Fee once paid shall not be refunded under any circumstances.

3. **Exam Fee: Only the Applicants who are called for selection / field trials will have to pay an examination fee of Rs. 400/- (Rs. Four Hundred only) Women/SC/ST candidates are exempted from payment of exam fee.**

14. **Method of Selection:**

Selection of candidates will be made on the educational and sports qualification subject to fulfillment of other prescribed conditions.

The main aim to recruit Outstanding Sportspersons is to prepare a best team of sportspersons, which may bring laurels to the circle in All India and other competitions apart from their best performance in official duty. In view, the most suitable and fit candidates will be considered. Selected candidates will have compulsory participation in the circle team during All India Postal Tournaments for specified years by the department.

- i. First preference to those candidates who have represented the country in an international Competition with the Clearance of the Department of Youth Affairs & Sports.
- ii. Next preference will be given to those who have represented a State/UT in the senior or Junior Level National Championships organized by the National Sports Federation recognized by Department of Youth Affairs and Sports or National Games organized by Indian Olympics Association and have won medals or positions up to 3rd place. Between the candidates participating in Senior and Junior National Championships/Games, the candidates having participated and won medal in Senior National Championship should be given preference.
- iii. Next preference will be given to those, who have represented a University in an Inter-University competition conducted by Association of Indian Universities/Inter University Sports board and have won medals or positions up to 3rd place in finals.
- iv. Next preference will be given to those, who have represented the State Schools in the national Sports/Games for Schools conducted by the All India School Games Federation and have won medals or position up to 3rd place.
- v. Next preference will be given to those, who have been awarded National Award in Physical Efficiency under National Physical Efficiency Drive.

- vi. Next preference will be given to those, who represented a State/Union Territory/University/State School Teams at the level mentioned in categories (ii) to (iv) but could not win a medal or position, in the same order of preference.
- vii. Selection will be made after conducting Trials through an Expert Committee / Institution after obtaining recommendations after assessing suitability of the candidate(s). This Trail will be conducted at the place / places selected by the CPMG. The standard fixed can be considered for relaxation on the recommendations of the Expert Committee/ Institution to ensure that the vacancies earmarked utilized.

Note 1: Only in the event of tie those who have secured a higher position or won more than one medal may be given the preference, or as per the prevailing rules.

Note 2: Participation in individual and team event/item may be given the same preference.

Note 3: No preference may be given for winning more than one medal / position.

Note 4: In case of any doubt about the status of tournament, the matter will be decided by the Department of Personnel & Training in consultation with Department of Sports and Youth Affairs.

Note 5: Decision of competent authority i.e. Chief Postmaster General, MP Circle will be binding on all.

15. **Disqualification:**

- a) No person – who has entered into or contracted a marriage with a person having spouse living; or
- b) No person - who having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to service. Provided that Central government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.
- c) If it is proved at any stage that the candidate has forwarded incorrect or false information in this regard.

16. **SPECIAL INSTRUCTIONS TO THE APPLICANTS :-**

**ALL THE APPLICATIONS ARE TREATED AS PROVISIONAL**

- (a) Original certificates should not be submitted. **(The candidates should produce relevant original certificates at the time of trials.)**
- (b) Self attested copies of all the required documents and certificates should be sent along with the application. The documents/marks lists/certificates submitted on a later date will not be entertained.
- (c) If the prescribed / required documents are not submitted along with the application, application received after due date will be rejected and no request for revival will be considered.
- (d) Incomplete or unsigned applications or applications without photographs or applications received after due date will be rejected.

- (e) An application will be rejected at any stage of recruitment process for not having been submitted in the official format/ having incomplete information/ wrong information/ misrepresentation of facts/unsigned/without photographs/ without prescribed application fee/ not accompanied by self attested copies of required certificates.
- (f) The prospectus along with application form can be downloaded from India Post website, i.e., [www.indiapost.gov.in](http://www.indiapost.gov.in). Applications purchased from outside vendors will not be accepted and summarily rejected without assigning any reason.
- (g) Before submitting the application, the candidate must carefully read the eligibility conditions and satisfy himself/herself that he/she fulfills all the eligibility conditions for the post for which he/she has applied.
- (h) The vacancies notified are subject to change without assigning any reason and Department reserves the right to cancel the recruitment if so warranted and the Department will not be liable to return the fee or pay any compensation on the applicant's application.
- (i) Community certificates for SC/ST & OBC in the prescribed form issued by the competent authorities, as in Appendix II and III respectively only are to be submitted. Certificates submitted in any other form or from authorities not competent to issue the same will be ignored.
- (j) The applications should be sent through **Speed Post / Registered Post Only**. Those sent through any other means, private couriers and given by hand shall not be accepted.
- (k) One envelope should contain application of one candidate only.
- (l) Applications wrongly addressed or received after due date will be summarily rejected, whatever may be the reason for delay. Applications without required certificates and incomplete applications will be rejected. No intimation will be sent in this regard.
- (m) The selected candidates of all posts are liable to serve anywhere in the Circle as and when required at the sole discretion of the appointing authority.
- (n) Once appointed, request for transfer will not be entertained for 5 years.
- (o) Selection of candidates will be made in accordance with the relevant recruitment rules and administrative instructions issued by the Department of Posts from time to time.
- (p) Candidate applying for more than one game/event shall submit separate application with complete documents for each game/event in separate cover. Applications for more than one event or more than one candidate received in one cover will be summarily rejected.

- (q) If a candidate has changed his/her name or dropped/added part of his name after matriculation/ 10+2 or he has changed name after matriculation etc, proof for the change in name such as affidavit, Gazette notification etc should be enclosed.

The candidate should give an undertaking that he will serve the Department for a minimum period of three years, if selected, in the proforma given.

- (r) Only short-listed candidates will be informed to appear for trials and finally selected candidates only will be informed of their selection. No correspondence will be entertained regarding application / selections. The candidate who comes under the zone of consideration will be called for the field trials. Each such candidate will be issued with a hall permit and will be assigned a Roll no. The Hall permit will be sent to the candidates in due course. Time and venue of the field trials will be indicated in the hall permit. **However, candidates can appear for the trials only on the payment of the prescribed examination fee. SC/ST / Women candidates are exempted from payment of exam fee. SC/ST candidates should produce relevant latest original caste certificates at the trials center for claiming concession.**
- (s) No travelling allowances or other expenses will be paid or arrangements made for stay for attending tests. Candidates have to bear their own cost and make their own arrangements for stay.

17. **DETAILS OF ENCLOSURES:**

(List of self-attested photo copies of Certificates and documents to be sent).

(a)	All marks-sheets of Education qualifications.
(b)	Proof in respect of Sports qualification/achievements
(c)	Proof for Date of birth
(d)	Latest Caste/Community Certificate in the prescribed form for SC, ST and OBC Candidates issued by competent authorities (Please see Appendix II and III).
(e)	2 latest identical Pass Port Size Photographs (one to be pasted on the application and the other sent loose with name and address written on the reverse)
(f)	Duly filled in Application Form itself with signed undertaking form
(g)	If a candidate has changed his/ her name or dropped/added part of his /her named after Matriculation /Hr. Secondary/ SSC or he/she has changed his /her name after matriculation etc. proof for the change in name such Affidavit, Gazette Notification etc. Should be enclosed.

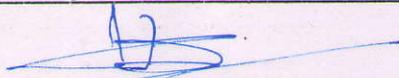
18. The application form attached with this prospectus, completed in all respect may be sent to **Assistant Postmaster General (Estt./Rectt.), Room No. 205, II Floor, O/o the Chief Postmaster General, M.P. Circle, Bhopal - 462012.** The application along with attested copies of requisite certificates should reach on or before the date mentioned in the notification. Applications received after due date are liable to be rejected.

19. **INSTRUCTIONS RELATING TO SUBMISSION OF APPLICATION:-**

a)	Write the required information in English and in Block letters
b)	One envelope should contain application of one candidate only.
c)	The envelope containing the application must be super-scribed in bold letters as <b>"APPLICATION FOR THE POST OF POSTAL/SORTING ASSISTANT/ POSTMAN / MTS IN M.P. POSTAL CIRCLE UNDER SPORTS QUOTA"</b> .
d)	An application will be rejected at any stage of recruitment process for not having been submitted in the official format/having incomplete information / wrong information / misrepresentation of facts / unsigned / without photographs /without prescribed application fee/ not accompanied by self attested copies of required certificates.
e)	If a candidate has changed his name or dropped / added part of his name after Matriculation/Hr. Secondary, proof for the change of name such as Affidavit, Gazette Notification, etc., should be enclosed.
<b>NOTE:</b> Only certificates issued by the competent authorities, for example, the Universities / concerned Boards would be accepted as proof for having possessed the minimum educational qualifications or date of birth. Only the certificates issued by the competent authorities and in the prescribed form would be considered.	

20. **CHECK LIST:** Before submission of application, the following points may be checked carefully and be ensured that the corresponding columns are filled correctly.

i)	Check whether you have firmly pasted your recent passport size Photographs (5 cm x 7 cm) in the prescribed place in the application form and one additional identical photograph attached with application.
ii)	Check whether you have filled in all the columns of the application form correctly.
iii)	Check your Eligibility carefully.
iv)	No column has been left blank.
v)	Check whether you have filled in your COMMUNITY / CATEGORY STATUS correctly in the relevant column.
vi)	Check whether you have enclosed the original IPO or original UCR receipt of prescribed amount for application fee with the duly filled application form.
vii)	Check whether application form has been signed in full by you.
viii)	Check whether you have enclosed self attested copies of all certificates. i.e., Age proof, education, sports & Discipline and community certificate.
ix)	Check whether you have enclosed the signed undertaking form.

  
**Assistant Postmaster General (Estt./Rectt.)**  
**O/o the Chief Postmaster General,**  
**M.P. Circle, Bhopal - 462012.**

Specimen formsFORM 1

(For representing India in an International Competition in one of the recognized Games/ Sports.)

**NATIONAL FEDERATION/NATIONAL ASSOCIATION OF \_\_\_\_\_**

**Certificate to meritorious sportsmen for employment to Group C & D services under the Central Government.**

Certified that Shri/Smt./Kumari \_\_\_\_\_ son/wife/daughter of Shri \_\_\_\_\_ and resident of \_\_\_\_\_

(Complete address) represented the country in the game/event of \_\_\_\_\_ in \_\_\_\_\_ competition/tournament held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/team in the above said Competition/Tournament was \_\_\_\_\_.

The Certificate is being given on the basis of record available in the office of National Federation/National Association of \_\_\_\_\_.

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Name of the Federation/  
National  
Association \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

**Note: - This Certificate will be valid only when signed personally by the Secretary National Federation/ National Association.**

(Annexure B of the Department of Personnel and Administrative Reforms O.M. NO. 14015/1/78-Estt (D) dated 4<sup>th</sup> August 1980)

**FORM -2**

(For representing a State in India in a National Competition in one of the recognized Games/ Sports).

STATE ASSOCIATION OF \_\_\_\_\_ IN THE GAME \_\_\_\_\_ OF \_\_\_\_\_

**Certificate to a meritorious sportsman for employment to a Group C & D services under the Central Government.**

Certified that Shri/Smt./Kumari \_\_\_\_\_ son/wife/daughter of Shri \_\_\_\_\_ and resident of \_\_\_\_\_ (Complete address represent the state of) \_\_\_\_\_ in the game/event of \_\_\_\_\_ in the National Competition/Tournament held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/team in the above said Competition/Tournament was \_\_\_\_\_.

The certificate is being given on the basis of record available in the office of State Association of \_\_\_\_\_.

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Name of the State Association \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

**Note: - This Certificate will be valid only when signed personally by the Secretary of the State Association.**

(Annexure -B of the Department of Personnel and Administrative Reforms O.M. NO.14015/1/78-Estt (D) dated 4<sup>th</sup> August 1980)

**FORM 3**

(For representing a University in the Inter-University Competition in one of the recognized Games/Sports.)

UNIVERSITY OF \_\_\_\_\_

**Certificate to a meritorious sportsman for employment to a Group C & D services under the Central Government.**

Certified that Shri/Smt./Kumari \_\_\_\_\_ son/wife/daughter of Shri \_\_\_\_\_ and resident of \_\_\_\_\_ student of \_\_\_\_\_ represented the University of \_\_\_\_\_ in the game/event of \_\_\_\_\_ in Inter-University Competition/ Tournament held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/team in the above said Competition/Tournament was \_\_\_\_\_.

The Certificate is being given on the basis of records available in the office of Dean of Sports or Officer in overall charge of sports in the University of \_\_\_\_\_.

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Name of the University \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

**Note: - This Certificate will be valid only when signed personally by the Dean /Director or other officer in overall charge of sports in the University.**

(Annexure B of the Department of Personnel and Administrative Reforms O.M. NO.14015/1/78-Estt (D) dated 4<sup>th</sup> August 1980)

**FORM 4**

(For representing a state school team in the National Games for School in one of the recognized Games/Sports.)

**DIRECTORATE OF PUBLIC INSTRUCTIONS/EDUCATION OF THE STATE OF \_\_\_\_\_**

**Certificate to a meritorious sportsmen for employment to a Group C & D services under the Central Government.**

Certified that Shri/Smt./Kumari \_\_\_\_\_ son/wife/daughter of Shri \_\_\_\_\_ and resident of \_\_\_\_\_  
 \_\_\_\_\_ (Complete address) student of \_\_\_\_\_  
 represented the \_\_\_\_\_ State School Team in the game/event of \_\_\_\_\_ in the National Games for school held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/team in the above said Competition/Tournament was \_\_\_\_\_.

The Certificate is being given on the basis of record available in the office of Directorate of Public Instructions/Education of \_\_\_\_\_.

Place \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

**Note: - This Certificate will be valid only when signed personally by the Director or Additional/Joint or Deputy Director in overall charge of sports /games/for Schools in the Directorate of Public Instructions/Education of the State.**

**(Annexure B of the Department of Personnel and Administrative Reforms O.M. NO.14015/1/78-Estt (D) dated 4<sup>th</sup> August 1980)**

**FORM -5**

(For the awardees in Physical Efficiency performances conducted by the Ministry of Education and Social Welfare)

**GOVERNMENT OF INDIA/MINISTRY OF EDUCATION AND SOCIAL WELFARE****Certificate to a meritorious sportsmen for employment to a Group C & D posts/services under the Central Government.**

Certified that Shri/Smt./Kumari \_\_\_\_\_ son/wife/daughter of Shri \_\_\_\_\_ resident of \_\_\_\_\_ (Complete address) represented the \_\_\_\_\_ School Team in the game/event of \_\_\_\_\_ in the National Competition held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The Certificate is being given on the basis of record available in the Ministry of Education and Social Welfare.

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

Note: - This Certificate will be valid only when signed personally by the Secretary or other officer in overall charge of Physical Efficiency in the Ministry of Education and Social Welfare.

(Annexure B of the Department of Personnel and Administrative Reforms O.M. NO.14015/1/78-Estt (D) dated 4<sup>th</sup> August 1980)

## APPENDIX -II

Form of Caste Certificate as prescribed in M.H.A. O.M. No. 42/21/49/N.G.S. dated 28-1-1952, as revised in Dept. of Personnel & Administrative Reforms Letter No. 36012/6/76-Est. (S.C.T.) dated 29-10-1977, to be produced by a candidate belonging to a Scheduled Caste or Scheduled Tribe in support of his claim.

### FORM OF CASTE CERTIFICATE

This is to certify that Sri/Srimati\*/Kumari\* \_\_\_\_\_ son/daughter\* of \_\_\_\_\_ of village/town` \_\_\_\_\_ in District/Division\* \_\_\_\_\_ of the State/Union Territory/\* \_\_\_\_\_ belongs to the \_\_\_\_\_ caste/tribe\* which is recognized as a Scheduled Caste/ Scheduled Tribe\* under

- \* The Constitution (Scheduled Castes) Order, 1950.
- \* The Constitution (Scheduled Tribes) Order, 1950.
- \* The Constitution (Scheduled Castes) (Union Territories) Order, 1951.
- \* The Constitution (Scheduled Tribes) (Union Territories) Order, 1951.

As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order) 1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Areas (Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976.

- \* The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956.
- \* The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 1976.
- \*The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962. \*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962. \*The Constitution (Pondicherry) Scheduled Castes Order, 1964.
- \*The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967.
- \*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968. \*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968. \*The Constitution (Nagaland) Scheduled Tribes Order, 1970.
- \*The Constitution (Sikkim) Scheduled Castes Order, 1978.
- \*The Constitution (Sikkim) Scheduled Tribes Order, 1978.
- \*The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989.
- \*The Constitution (Scheduled Castes) Orders (Amendment) Act, 1990.
- \*The Constitution (Scheduled Tribes) Order Amendment Act, 1991.
- \*The Constitution (Scheduled Tribes) Order Second Amendment Act, 1991.

2. This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes Certificate issued to Sri/ Srimati\* \_\_\_\_\_ father/ mother of Sri/Srimati/Kumari\* \_\_\_\_\_ of village/town \_\_\_\_\_ &\* in District/Division\* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ who belong to the Caste/Tribe\* which is recognized as a Scheduled Caste/Scheduled Tribe\* \_\_\_\_\_ in the State/Union Territory\* \_\_\_\_\_ issued by the \_\_\_\_\_ Dated.....

3. Sri / Srimati / Kumari\* \_\_\_\_\_ and/or\* his/her\* family ordinarily reside(s) in village/town\* \_\_\_\_\_ of District/Division\* \_\_\_\_\_ of the State/Union Territory\* of \_\_\_\_\_

Place  
Date  
State/Union Territory

Signature:  
Designation  
(With seal of office)

Note. - The term "ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the peoples act, 1950.  
\*Please delete the words which are not applicable.

**The under-mentioned authorities have been empowered to issue Caste Certificates of verification**

1. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate/Sub Divisional Magistrate/Taluk Magistrate/Executive Magistrate/Extra Assistant Commissioner.
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
3. Revenue Officer not below the rank of Tahasildar.
4. Sub-Divisional Officer of the area where the candidate and/or his family normally resides.

### APPENDIX – III

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES (OBC)  
APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA  
(Government of India, Dept. of Personnel and Training, O.M. No. 36033/28/94.  
Estt.(Res.), dated 2-7-1997)

This is to certify that Sri/Srimati/Kumari\* \_\_\_\_\_ son/  
Daughter\* of \_\_\_\_\_ of village District/Division\* \_\_\_\_\_ in the  
\_\_\_\_\_ State belongs to the \_\_\_\_\_ community which is  
recognized as a Backward Class under:-

*	i)	Government of India, Ministry of Welfare, Resolution No. 12011/68/93-BCC(C), dated the 10th September, 1993, published in the Gazette of India, Extraordinary, Part-1, Section 1, No. 186, dated the 13 <sup>th</sup> September 1993.
*	ii)	Government of India, Ministry of Welfare, Resolution No. 12011/9/94-BCC, dated the 19th October, 1994, published in the Gazette of India, Extraordinary, Part-1, Section 1, No. 163, dated the 20th October 1994.
*	iii)	Government of India, Ministry of Welfare, Resolution No. 12011/7/95-BCC, dated the 24th May, 1995, published in the Gazette of India, Extraordinary, Part-1, Section 1, No. 88, dated the 25th May, 1995.
*	iv)	Government of India, Ministry of Welfare, Resolution No. 12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India, Extraordinary, Part-1, Section 1, No. 210, dated the 11th December, 1996.

Sri/Srimati/Kumari\* \_\_\_\_\_ and/or his family ordinarily reside(s) in  
the \_\_\_\_\_ District/ Division\* of the \_\_\_\_\_ State. This is also to  
certify that he/she does not belong to the persons/sections (Creamy Layer)  
mentioned in Column 3 of the Schedule to the Government of India, Department of  
Personnel and Training, O.M. No. 36012/22/93-Estt- (SCT), dated 8-9-1993.

Place  
Date:

Seal

Signature of District Magistrate,  
Deputy Commissioner, etc.

**\* Strike out whichever is not applicable.**

Note: (a) The term 'ordinarily' used here will have the same meaning as in Section 20 of  
the Representation of the People's Act, 1950.

(b) The authorities competent to issue caste certificates are indicated below:

- i) District Magistrate/ Additional District Magistrate/ Collector/ Deputy  
Commissioner/ Additional Deputy Commissioner/Deputy Collector/1st  
Class Stipendiary Magistrate /Sub Divisional Magistrate/Taluk  
Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below  
the rank of First -Class Stipendiary Magistrate).
- ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/  
Presidency Magistrate.
- iii) Revenue Officer not below the rank of Tahasildar; and
- iv) Sub Divisional Officer of the area where the candidate and/or his/her  
family normally resides.

**APPLICATION FOR RECRUITMENT OF POSTAL/SORTING ASSISTANT POSTMAN AND MTS  
UNDER SPORTS QUOTA**

Post applied for		<div style="border: 1px solid black; padding: 5px;">                     Paste recent passport size photograph of applicant (Do not staple) Please sign across, sign should overlap on photo and form.  <b>(CROSS SIGNATURE)</b> </div>
a) Postal Assistant		
b) Sorting Assistant		
c) Postman		
d) MTS		

DETAILS OF DISCIPLINES (TICK THE DISCIPLINE FOR WHICH APPLIED)				Tick here
A)	<b>Badminton</b>	No specific position	Men / Women	
B)	<b>Cricket</b>	Opening Batsman (no specific position)	Men	
		Middle Order Batsman	Men	
		Wicket Keeper cum Batsman	Men	
		Spinner (no specific position)	Men	
		Fast/Medium Fast bowler	Men	
C)	<b>Power Lifting</b>	66 Kg	Men	
D)	<b>Table Tennis</b>	No specific position	Men	
			Women	
E)	<b>Hockey</b>	Goal Keeper	Men	
		Full Back (incl 01 Drag Flicker)	Men	
		Mid Field	Men	
		Forward	Men	

1	<b>Name in full (IN BLOCK LETTERS)</b>	
2	<b>Gender</b>	
3	<b>Father's/ Husband's Name</b>	
4	<b>Nationality</b>	

5	<b>Permanent Address</b>	
6	<b>a) Date of Birth</b> (DD/MM/YY format) in figures and words as recorded in matriculation/HSC/Cumulative Record. (Attach attested copy of relevant certificate).	
	<b>b) Place of Birth</b>	
	<b>c) Age as on</b> (Last date of submission of application)	.....Years.....Months..... Days
7	<b>Present Address/Address for communication</b>	
8	Contact No.	
9	e-mail id, if any	
10	Whether SC/ST/OBC (Mention Caste & attach self-attested photocopy of certificate issued by competent authority in the prescribed format)	
11	Details of application fee paid in form of Indian Postal Order (enclose original IPO)	
	Name of Post Office	
	Indian Postal Order No.	
	Amount	
	Date	

### **Educational Qualifications**

S. No.	Examination passed	Year of passing	Marks Obtained / Grade	Total Marks	Name of the Board / University
i)	Matriculation/ Higher Secondary or equivalent				
ii)	10+2 or 12 <sup>th</sup> Class (Excluding vocational stream)				
iii)	Sports qualification (attach self-attested copies)				
iv)	Any other relevant information				

**Sports Qualification**

(Attach self-attested photocopies of relevant certificates issued by the competent authority in the prescribed proforma as mentioned in prospectus)

a) Name of the Sports/Discipline for which application sent	
b) Name of the position for which application sent (Refer disciplines mentioned above)-Clearly indicate discipline & Position.	
c) Whether represented state or country in the National/ International competition in the sports/ games shown above.  (If yes, please mention the details of such competition like date/place/ conducting authority/ medal won, if any/ position secured, if any/ authority who awarded medal/certificate etc.)	
d) Whether represented university tournament conducted by the Interuniversity Sports Board in the sports/ games shown above.  If yes, please mention the details of such competition like date/place/ conducting authority/ medal won, if any/ position secured, if any/ authority who awarded medal/certificate etc.	
e) Whether represented the state schools team in the National Sports/ games for schools conducted by the All India School Games Federation in the sports/ games shown above.  If yes, please mention the details of such competition like date/place/ conducting authority/ medal won, if any/ position secured, if any/ authority who awarded medal/certificate etc.	
f) Whether awarded National Awards in Physical Efficiency under the National Physical Efficiency Drive.  If yes, please mention the details like date/place/ conducting authority/ award won/ authority who awarded/ etc.	

I, \_\_\_\_\_ hereby declare that the information given above is true to the best of my knowledge and belief. I understand that if any information is found to be false at a later stage, I am liable to be punished and my appointment will be terminated, I also understand that in the event of my failure to complete the pre-appointment formalities, for whatever reason, my selection is liable to be cancelled.

Place:

Signature of candidate

Date:

IMPORTANT

1. APPLICATIONS AND THE ENVELOPES SHOULD BE CLEARLY SUPERSCRIBED INDICATING THE DISCIPLINE AND POSITION FOR WHICH APPLIED.
2. APPLICATIONS SHOULD BE SENT BY REGISTERED POST OR SPEED POST ONLY. THOSE SENT THROUGH OTHER MEANS OR BY HAND WILL NOT BE ACCEPTED.

## FORM OF UNDERTAKING

On my appointment in the Postal Department in relaxation of the normal rules of recruitment, I hereby undertake and bind myself that I shall serve the Department at least for a period of three years and shall also faithfully take part in sports events for which I may be selected, by the appropriate authority and that I shall also represent the Department of Posts in National Games when called upon to do so.

Date:

Signature

Place:

Name of the applicant